



County of San Bernardino

INTEROFFICE MEMO

DATE August 3, 2004 *Mark H. Uffer* **PHONE** 387-5418

FROM **MARK H. UFFER**
Interim County Administrative Officer

TO **MEMBERS**
Board of Supervisors

SUBJECT **CAO MONTHLY REPORT – AUGUST 2004**

COUNTY ADMINISTRATIVE OFFICE

- Restaurant inspections/grading system - Contact: Jim Felten, 387-9146
- West Nile Virus - Contact: Jim Felten, 387-9146
- Performance-based ambulance contracts - Contact: Jim Felten, 387-9146
- Tobacco Ordinance revisions - Contact: Jim Felten, 387-9146
- Bioterrorism preparedness - Contact: Jim Felten, 387-9146
- Wood-chip disposal - Contact: Jim Felten, 387-9146
- Illegal street vendors – Contact: Jim Felten, 387-9146
- African American Health Initiative – Contact: Jim Felten, 387-9146

ECONOMIC DEVELOPMENT/PUBLIC SERVICES GROUP (ED/PSG)

Airports

- Chino Airport Master Plan - Contact: Bill Ingraham, 387-7806
- Apple Valley Airport Governance - Contact: Bill Ingraham, 387-7806
- Needles Airport Runway Project - Contact: Bill Ingraham, 387-7806
- Chino Commercial Hangar Proposals - Contact: Bill Ingraham, 387-7806

Economic and Community Development

- USDA Forest Service Rural Development Grant of \$4,085,847 – Contact: Tom Laurin, 388-0808
- County's Annual Performance Report (APR) utilizing HUD Grants – Contact: Tom Laurin, 388-0808
- Substantial amendments to the county's 2004-05 Community Development Block Grant (CDBG) Action Plan – Contact: Tom Laurin, 388-0808

Jobs and Employment Services

- \$4,433 incentive award received for meeting Workforce Investment Act performance measures in 2002-03 – Contact: Barbara Halsey, 388-4389
- 18 agencies selected to provide academic and employment skills training for youth through June 2006 (\$2.3 million) - Contact: Barbara Halsey, 388-4389

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- Request for Proposal to recruit youth service providers in targeted areas of Chino, Chino Hills, Ontario, Barstow, Victorville, Yucca Valley, and Twentynine Palms – Contact: Barbara Halsey, 388-4389
- Employment Resource Centers served 7,713 job seekers during June – Contact: Barbara Halsey, 388-4389
- Business Resource Centers hosted 16 workshops for local businesses - Contact: Barbara Halsey, 388-4389
- 150 business owners attended labor law seminar - Contact: Barbara Halsey, 388-4389
- 3-day job fair for Big Lots furniture distribution center, Redlands; interviewed 500 job applicants - Contact: Barbara Halsey, 388-4389
- 2004 Small Business Express Efficiency Kickoff - Contact: Barbara Halsey, 388-4389
- Alliance for Education Workforce Collaborative - Contact: Barbara Halsey, 388-4389

Land Use Services

- Citrus Plaza Regional Mall - Michael Hays, 387-4141; Julie Rynerson 387-4146
- The Kaiser Commerce Center - Michael Hays, 387-4141; Julie Rynerson 387-4146
- General Plan Update - Community Meetings - Michael Hays, 387-4141; Randy Scott 387-0236
- Molycorp Mountain Pass Mine Expansion - Michael Hays, 387-4141; Randy Scott 387-0236

Library

- Carter High School (Northern Rialto) library joint usage project - Contact: Ed Kieczkowski, 387-5721
- Victorville Branch Library improvement project - Contact: Ed Kieczkowski, 387-5721.

Museum

- Proposed Hall of Paleontology – Contact: Robert L. McKernan, 798-5719.

Public Works

- Bloomington Avenue/Cedar Avenue rehabilitation - Contact: Jerry Ivy, 387-7920
- Angelus Oaks slurry seal - Contact: Jerry Ivy, 387-7920
- Central Avenue and Arrow Route signals and left turn lanes - Contact: Jerry Ivy, 387-7920
- Muscoy Area overlay - Contract: Jerry Ivy, 387-7920
- Job cost accounting system - Contact: Timothy Meyer, 387-8094
- E2020 Internet Based CIP Project Management System - Contact: Timothy Meyer, 387-8094
- Flood Control facility surveillance cameras - Contact: Timothy Meyer, 387-8094
- San Sevaine Basin No. 5, 95% complete, final August/September - Contact: Bill Collins, 387-7983
- Design Nearing Completion, San Sevaine Channel, Slover Avenue to Jurupa Basin - Contact: Bill Collins, 387-7983

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- Design nearing completion, San Sevaine Channel, Jurupa Avenue to Philadelphia Avenue - Contact: Bill Collins, 387-7983
- Design nearing completion, San Sevaine Channel, Valley Boulevard to Slover Avenue - Contact: Bill Collins, 387-7983
- Design nearing completion, Etiwanda Debris Basin, Etiwanda East and West Levees, North of 29th Street (Wilson Avenue) and Etiwanda Channel, 24th Street (Wilson Avenue) to I-210 Freeway - Contact: Bill Collins, 387-7983
- Design nearing completion, Etiwanda Channel and RCB to Foothill - Contact: Bill Collins, 387-7983

Redevelopment

- San Sevaine Project Area amendment – Contact: John Nowak, 381-7983
- San Sevaine Project Area Economic Plan - Contact: John Nowak, 381-7983
- Housing Implementation Plans for San Sevaine, Victor Valley Economic Development Authority and Mission Boulevard Joint Redevelopment Project Area - Contact: John Nowak 381-7983
- Cedar Glen Redevelopment Project Area preparation - Contact: John Nowak, 381-7983
- Initial feasibility studies - Contact: John Nowak, 381-7983
- Economic Incentive Grant (San Sevaine Project Area) - Contact: John Nowak, 381-7983

Regional Parks

- Catfish Season – Contact: Thomas Potter, 387-2340
- Swim Season – Contact: Thomas Potter, 387-2340

Registrar of Voters

- Candidate filing for November 2, 2004, General Election - Contact: Scott Konopasek, 387-2083
- Sample Ballot Advisory Committee - Contact: Scott Konopasek, 387-2083
- Re-Certification of voting system and November election plan - Contact: Scott Konopasek, 387-2083

Special Districts

- Station 94 (Lake Arrowhead) final inspection by Building and Safety. Station to be completed by end of July/early August – Contact: Tom Sutton, 387-9625
- County Service Area 70, S-7 (Lenwood) sewer project hook-ups to properties have begun - Contact: Tom Sutton, 387-9625
- County Service Area 70 P-8 and P-9 (Fontana) initiating procedures to eliminate two neighborhood parks per the neighbors' request – Contact: Tom Sutton, 387-9625
- Summer road paving projects getting ready for bid – Contact: Tom Sutton, 387-9625
- Fire Station 80 (Fontana) RFP is on the street – Contact: Tom Sutton, 387-9625
- County Service Area 70, OS-1 and OS-2 (open space) reorganization is being prepared and will be going to the Board for submittal to LAFCo soon – Contact: Tom Sutton, 387-9625

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- New San Bernardino County shooting map boundaries are being finalized with GIMS - Contact: Tom Sutton, 387-9625
- Public information video with Chairman Hansberger that warns of possible human/wildlife encounter has been shot and is being finalized for release – Contact: Tom Sutton, 387-9625
- Big Bear Valley Recreation and Park District (Moonridge Zoo) plans to move the zoo continues – Contact: Tom Sutton, 387-9625
- Special Districts/Fire Department Proposed 2005 Budget, including fees was adopted by the Board of Supervisors June 22, 2004. It is anticipated upon final adoption in September, ERAF will not have a negative impact on dependant districts – Contact: Tom Sutton, 387-9625
- County Service Area 70, Improvement Zone L (Pinon Hills/Phelan) Well 14 - Contact: Tom Sutton, 387-9625
- County Service Area 64 (Spring Valley Lake) Reservoirs, Well No. 7, and 16-inch diameter pipeline - Contact: Tom Sutton, 387-9625
- Lytle Creek North Development Project (Sanitation District) - Contact: Tom Sutton, 387-9625

HUMAN SERVICES SYSTEM

Aging and Adult Services

- The 2nd Annual Celebrating Seniors Day is scheduled for September 16, 2004 at the Orange Show; more than 2,000 seniors residing in the county are expected to attend - Contact: Mary Sawicki, 891-3918
- As part of the data collection process to help develop the 2005-09 Area Plan that will outline services and staffing for seniors countywide, 8,300 letters with surveys and return envelopes were mailed on July 19 to individuals receiving In-Home Supportive Services (IHSS) who are age 60 and older - Contact: Mary Sawicki, 891-3918

Transitional Assistance

- The department received a NACo Award for intranet-based policy research – Contact: Linda Haugan, 388-0236
- Food Stamp Outreach program to senior citizens – Contact: Linda Haugan, 388-0236

INFORMATION SERVICES (ISD)

All departments

- Development of the GIS Parcel Base Map - Contact: Leyden Hahn, 388-5501
- Development of e-government strategy and plan for SBC project – Contact: Leyden Hahn, 388-5501
- Completed the ISD Technology Support Center infrastructure that will focus on proactive technology monitoring, issue resolution process and support of ISD's managed LAN, WAN, Microwave, Voice, Server, Environmentals and Surveillance in conjunction with Network Services and Technology Operations - Contact: Leyden Hahn, 388-5501

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- Develop an Internet Training Solution allowing users without Internet access to reach Internet training sites - Contact: Leyden Hahn, 388-5501

A&E and Real Estate

- New cost accounting system software and user training for A&E and Real Estate Services - Contact: Leyden Hahn, 388-5501

ARMC

- Completed LAN network support — Contact: Leyden Hahn
- Migrate ARMC into the county's Exchange environment — Contact: Leyden Hahn

Assessor

- Development of a PIMS Enhancement Release - Contact: Leyden Hahn, 388-5501
- Implementation of the Assessor/Recorder workflow - Contact: Leyden Hahn, 388-5501

Auditor-Controller/Recorder/Human Resources

- Completed the new retirement interface for the Auditor/HR to support the new pension gold retirement system - Contact: Leyden Hahn, 388-5501
- Completed and conducted the first on-line open enrollment process allowing employees to select and enter their benefit selections - Contact: Leyden Hahn, 388-5501
- SB 90 system rewrite underway -- Contact: Leyden Hahn, 388-5501
- Develop easement processing system to create the 1099-S form to comply with federal requirements - Contact: Leyden Hahn, 388-5501

Behavioral Health

- Development of the Access Unit Workflow system using document management, imaging and automated fax capabilities to increase productivity and accuracy - Contact: Leyden Hahn, 388-5501

Board of Supervisors

- Improve Constituent Tracking Journal and add functionality to the application - Contact: Leyden Hahn, 388-5501

CAO

- Develop budget prep rollover for 2004-05 - Contact: Leyden Hahn, 388-5501
- Implementation of CAFM-Archibus Client software for CAFM users - Contact: Leyden Hahn, 388-5501

Central Stores

- Automate Central Stores' special order processing - Contact: Leyden Hahn, 388-5501

City of Big Bear Lake

- Implementation of the Big Bear Lake Watershed Program for the City of Big Bear Lake - Contact: Leyden Hahn, 388-5501

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Coroner

- Development of digital image storage for Coroner investigations - Contact: Leyden Hahn, 388-5501
- Replace current Coroner Medical Examiner system (CME) with a vendor provided case management system - Contact: Leyden Hahn, 388-5501
- Implement inventory system - Contact: Leyden Hahn, 388-5501

DCSS

- Develop application migration from Starkids to CASES - Contact: Leyden Hahn, 388-5501

District Attorney

- Enhance DA STAR Brady system to update, track, and report victims and witnesses to stay in compliance with the Brady Bill - Contact: Leyden Hahn, 388-5501
- Create functionality to transfer case information from the Courts' OTS system to the DA's STAR system - Contact: Leyden Hahn, 388-5501

Enterprise

- Update the county's core internal and external DNS servers to improve countywide name resolution - Contact: Leyden Hahn, 388-5501
- GIS migration to relational database - Contact: Leyden Hahn, 388-5501
- Develop a service request web page on Countyline and link from ISDNet to make additions, changes, and deletions - Contact: Leyden Hahn, 388-5501
- Evaluating enterprise solutions to synchronize Exchange - Contact: Leyden Hahn, 388-5501

Facilities Management

- Develop an electronic billing system interface to eliminate data entry - Contact: Leyden Hahn, 388-5501

Fiscal Group

- Develop a new Property Tax System for the Fiscal Group - Contact: Leyden Hahn, 388-5501

HSS

- Develop the C-IV project for HSS - Contact: Leyden Hahn, 388-5501
- Develop Virtual Network for HSS providing a secure and manageable environment - Contact: Leyden Hahn, 388-5501
- Support implementation of C-IV for HSS - Contact: Leyden Hahn, 388-5501
- Develop TLR Imaging for HSS - Contact: Leyden Hahn, 388-5501
- Image personnel records for HSS - Contact: Leyden Hahn, 388-5501
- Develop direct deposit for DCSS - Contact: Leyden Hahn, 388-5501
- Implementation of Public Health help desk - Contact: Leyden Hahn, 388-5501
- Develop implementation of ARIES application - Contact: Leyden Hahn, 388-5501
- Completed the Public Health information technology functions for known security exposures - Contact: Leyden Hahn, 388-5501

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- Conversion of the SB WDTIP system data for reloading in the state system prior to the C-IV conversion - Contact: Leyden Hahn, 388-5501

ISD

- Implement Content Management System (CMS) - Contact: Leyden Hahn, 388-5501
- Evaluate county web sites for ADA compliance - Contact: Leyden Hahn, 388-5501
- Completed contract negotiation with PeopleSoft - Contact: Leyden Hahn, 388-5501
- Research for county web site content searching - Contact: Leyden Hahn, 388-5501
- Implement AVACAST system to broadcast training, etc. - Contact: Leyden Hahn, 388-5501
- Develop Data Entry Services RFP ensuring service continuity for county departments - Contact: Leyden Hahn, 388-5501

ISD CIO

- Research on-line permitting system options for Land Use Services per CIO direction - Contact: Leyden Hahn, 388-5501

ISD CSD

- Develop new DMV access procedures - Contact: Leyden Hahn, 388-5501

ISD Internal

- Develop an imaging and workflow change control system - Contact: Leyden Hahn, 388-5501

ISD Plan

- Implement the IT Delivery Prototype to assist customers with developing Business Systems Analyst (BSA) resource with training and mentoring program - Contact: Leyden Hahn, 388-5501

Land Use

- Developing a Land Use imaging system with search and view capabilities - Contact: Leyden Hahn, 388-5501

Law and Justice

- Develop STORM criminal proceedings system for Law and Justice - Contact: Leyden Hahn, 388-5501

Probation

- Replacement of JHITS and PACS systems with Automan Case Management System for Probation - Contact: Leyden Hahn, 388-5501

Probation, Courts, DA, Public Defender, HSS

- Completed developing JNET Release 2004.1 to improve user productivity and the functionality of JNET - Contact: Leyden Hahn, 388-5501

Public Works

- Replace Public Works' job cost system - Contact: Leyden Hahn, 388-5501

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- Develop imaging for the mapping and project folder rooms for Transportation and Flood Control - Contact: Leyden Hahn, 388-5501
- Completed the Traffic Department Imaging California Highway Patrol (CHP) Docs system - Contact: Leyden Hahn, 388-5501

Public Works-Transportation/Traffic Division

- Traffic Road Book printing automation for Public Works - Contact: Leyden Hahn, 388-5501

Sheriff

- Improve the Jail Information Management System (JIMS) using current web-based technology and preserving the core system - Contact: Leyden Hahn, 388-5501

Treasure/Tax Collector

- Develop Admin imaging project to provide an imaging solution archiving information - Contact: Leyden Hahn, 388-5501
- Conversion of the remittance processing documents from the Windows server to FileNET - Contact: Leyden Hahn, 388-5501

Workforce Investment and Business Resources

- Develop county businesses database - Contact: Leyden Hahn, 388-5501

INTERNAL SERVICES GROUP Architecture and Engineering (A&E)

- High Desert Juvenile Detention and Assessment Center Construction – Contact: Dan Ojeda, 387-5025; Project No. 10740
<http://countyline/CIPRIS/Default.asp?user=guest>
- Juvenile Dependency Court and Department of Children's Services Building Construction – Contact: Dan Ojeda, 387-5025; Project No. 10120
<http://countyline/CIPRIS/Default.asp?user=guest>
- Central Courthouse Seismic Retrofit Project – Contact: Bob Marlin Architecture and Engineering, 387-5383; Project No. 10830
<http://countyline/CIPRIS/Default.asp?user=guest>

Facilities Management

- Utilization of "Free" Labor - Contact: Dave Gibson, 387-2230
- Glen Helen Water System – Contact: Dave Gibson, 387-2230
- Parking/Wayfinding Signage – Superblock – Contact: Dave Gibson, 387-2230
- Computer Aided Facilities Management (CAFM) – Contact: Dave Gibson, 387-2230
- Replace card reading/security system – County Government Center – Contact: Dave Gibson, 387-2230
- Installation of concrete bollards on North Mountain View Avenue, San Bernardino – Contact: Dave Gibson, 387-2230
- Installation of grease inceptor at South Kitchen Central Juvenile Hall – Contact: Dave Gibson, 387-2230

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- Assist A&E in developing plan to connect current irrigation system at the Sheriff's Training Facilities at Glen Helen to reclaim treated water - Contact: Dave Gibson, 387-2230
- Install automatic doors to enhance and comply with ADA access at three locations in the county; Big Bear Library, Montclair Library, and Hall of Records Building - Contact: Dave Gibson, 387-2230
- Sheriff remodel at the Sheriff's Court Services division located on the third floor at the Civic Center Building - Contact: Dave Gibson, 387-2230
- Assist A&E with the hydraulic ram replacement project for the older elevators with single bottom hydraulic rams - Contact: Dave Gibson, 387-2230
- Landscape enhancements including shrubs, ground cover, and trees at GSG building - Contact: Dave Gibson, 387-2230
- (NEW) Irrigation and landscaping at Victorville Courts to enhance the north side appearance of the courts - Contact: Dave Gibson, 387-2230
- (NEW) Install storm drain to the northwest parking lot at the Victorville Courthouse location – Contact Dave Gibson, 387-2230

Fleet Management

- Study of county vehicle operations - Contact: Roger Weaver, 387-7870
- Vehicle purchases - Contact: Jim Morales, 387-8254

Purchasing

- Submission of Application for the Achievement of Excellence in Procurement Award for 2004 given out by the National Purchasing Institute (NPI) – Contact: Aurelio De La Torre, 387-2074
<http://www.co.san-bernardino.ca.us/purchasing/Award2003.pdf>
- Training Class August 31, 2004 "Understanding Your Print Job" conducted by Printing Services – Contact: Roni Edis, 387-8896
<http://countyline/printingservices/>
- Department server upgrade – Contact: Art Richardson, 387-2072

Real Estate Services

- Request for proposals for County Government Center food services - Contact: David Slaughter, 387-7813

MHU:va

cc: Management Forum
Public Information Officers
Executive Secretaries